

**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**  
**DEPARTMENT HEADS' COUNCIL MEETING**  
**(02.01.18)**

**Attendance:** Keith Waugh, Linda Most, Barbara Radcliffe, Bernard Oliver, Lynn Minor, Kate Warner, Mizanur Miah, Leon Pate, Sonya Sanderson, & Shirley Andrews.

Meeting called to order by Dr. Oliver at 8:30am.

**Deans' Council:** Dr. Oliver presented updates from the latest Deans' Council meeting.

- The clinical agreement process will be streamlined. Agreements will no longer have to go through the Provost and then the attorney. They will be sent from the Dean's Office to Legal Affairs.
- Dr. Oliver passed out a chart outlining undergraduate degree program majors in eight focus areas (see handout). Please review the list of Education programs and let Dr. Oliver know of any necessary revisions. Discussion ensued.
- A CELT advisory board is being created. Please send Dr. Oliver suggested individuals to recommend for the board.

**Summer School Budget Sharing Formula:** The summer budget formula is under review. The Provost is developing a plan that will soon be sent out. In the meantime, Dr. Oliver asked council members to think about revenue sharing and enrollment caps. We also need to take a look at programs with low enrollments as colleges may need to combine programs when possible. Discussion ensued.

**Momentum Year Initiative:** Dr. Oliver provided council members with a copy of the Momentum Year Initiative that was turned in to the state board today (see handout). The initiative seeks to help USG institutions create a climate for student success by identifying essential principles, necessary resources, and staff/faculty roles. The Provost will ask departments to respond to the Academic Mindset portion and think about what the university is doing for its faculty.

**COEHS Advisory Board:** Dr. Oliver stated that we need to form a COEHS Advisory Board comprised of influential leaders in each program's areas. These board members can be superintendents, teachers, professionals in the field, etc. The board will serve to make an impact across all COEHS disciplines.

**Available COEHS Funds:** Dr. Oliver expressed that we need to create a strategic plan to spend our available GOML revenue. Please take time to think about ideas that would have programmatic impact and move the college forward. Provide Dr. Oliver with a list of items and their rationale within the next few weeks so that he can send the Provost a purchasing plan. Discussion ensued.

Meeting adjourned at 9:20am.

Respectfully submitted,

Katie Rowland